

**ITEM # 1** The Vice-Chairman, Fern Nelsen, called the meeting to order at 7:30 P.M., on Thursday December 13, 2001.

**ITEM # 2<sup>3/4</sup> ROLL CALL**      **PRESENT:** David Cloyd  
Margaret Gaffney  
Fern Nelsen  
Nancy Wheeler  
Michael Gladysz (Student Representative)

**STAFF:** Brian Stoutenburg, Library Director

Motioned by Cloyd  
Supported by Wheeler

MOVED TO EXCUSE LYNNE GREGORY.

Yeas:            4 — Ayes. Cloyd, Gaffney, Nelsen, Wheeler

**ITEM # 3 APPROVAL OF MINUTES OF MEETING OF NOVEMBER 8, 2001.**

Motioned by Wheeler  
Supported by Cloyd

MOVED, TO APPROVE THE MINUTES OF THE MEETING OF NOVEMBER 8, 2001  
AS WRITTEN.

Yeas:            4 — Ayes. Cloyd, Gaffney, Nelsen, Wheeler

**ITEM # 4 APPROVAL OF AGENDA.**

Motioned by Cloyd to approve agenda.  
Supported by Gaffney

Yeas:            4 — Ayes. Cloyd, Gaffney, Nelsen, Wheeler

MOVED, TO APPROVE AGENDA CARRIED.

**ITEM #5<sup>3/4</sup> POSTPONED ITEMS<sup>3/4</sup> None.**

**ITEM #6A<sup>3/4</sup> SIRSI DEMONSTRATION.**

The Board had a brief instructional class on how to search materials using the iBistro Catalog.

## **ITEM #6B <sup>3</sup>/<sub>4</sub> DISCUSSION OF SPACE REORGANIZATION.**

The construction part of the project is winding down. Still to be addressed are the lobby and Circulation furnishings, office furnishings, ceiling tiles, chair reupholstery, lighting issues and some painting. The bid process has been completed for the new roof.

## **ITEM #7 <sup>3</sup>/<sub>4</sub> REPORT AND COMMUNICATIONS**

**Director's report.** The Director's Report is attached.

**Board Member comments.** Margaret Gaffney mentioned the number of patrons using the library before official opening. Nancy Wheeler mentioned that the last Booked for Lunch program was excellent.

**Suburban Library Cooperative.** No report.

**Friends of the Troy Public Library.** No report.

**Monthly Reports (November).** Circulation for the month of November compared with the same time period a year ago showed an increase of 16.7%. There was an increase in Patron visits by 17.1%. Program attendance was up 24.5%, and the number of library programs offered was up 51.5%

### **Staff Changes.**

**NEW EMPLOYEES:** Rachel Mermell, Page; Jay Vogelbaum, Page; Hazra Lakadawala, Library Assistant; Christopher Lawson, Page; Julie Moylan, Page; Katherine Downie, Library Assistant; Carolyn Easter, Business Office Aide.

**RESIGNATION:** Sangeeta Varma, Page.

**Gifts.** Two gifts in the amount of \$55.00 were received.

**Informational Items.** December TPL Calendar

**Contacts and Correspondence.** 20 written comments from the public were noted.

**Public Participation.** There was no public participation.

The Library Advisory Board meeting adjourned at 8:35 P.M.

Respectively submitted,

Brian Stoutenburg  
Library Director